

8196

31 July 1981

MEMORANDUM FOR THE RECORD

FROM :
Coordinator, EAA

SUBJECT: Unaccountable Redskin Tickets

1. The Redskin Ticket Drawing was held by the EAA office during the period 15 June to 18 June 1981.

2. Procedures for the drawing called for the winners to report to the EAA Office at various times during this period, in numerical order, to pickup their tickets. At the end of each day an accounting was made of the number of tickets sold by counting the remaining tickets and deducting that number from the amount held at the beginning of the day.

3. At the completion of the drawing it was discovered that ten tickets were unaccounted for. Subsequently, our deposit slips from the revealed that a clerical error had been made on 17 June and that 592 tickets were sold that day instead of 584 as indicated by our records. This accounted for eight of the ten unaccountable tickets. A subsequent review of all of the daily work has failed to surface what became of the remaining two tickets.

4. It is recommended that the \$26.00 involved with these tickets be excused.



APPROVED:

President, Employee Activity Association

3 AUG 1981

Date



June 8, 1981

Mr. John B. Clark, Sr.
Vice President
The McLaughlin Company
2000 L Street, Northwest
Washington, D.C. 20036

Dear John:

The following responses are keyed to your letter of April 22, 1981. Please note that we have made some changes in the figures.

- 1) The Association has approximately 1,300 activities per year. Approximately 53% of our members participate in these activities.
- 2) The total number of athletic games during a typical year are as follows:

	<u>Games</u>
Softball	623
Football	34
Basketball	104
Volleyball	<u>138</u>
Total	899

Approximately 27% of our members are engaged in these activities.

- 3) The average number of public attending the above games is approximately 15.

- 4) Of the 1,300 activities per year, the remainder (401) are broken down on the attached with approximately 26% of our members participating.

After you have had a chance to review all of the above, I will be happy to discuss it with you.

Sincerely



Assistant to the Executive Officer

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Athletic Events in Addition to #2

<u>Events</u>	<u>Meetings Per Year</u>	<u>Meeting Place</u>
Archery Club	26 times	Hqs. Field
Bowling Club	35 times (Sep-Apr)	Bowling Alleys
Fishing Club	25 times (May-Oct)	Chesapeake Bay
Golf League	25 times (Apr-Sep)	Golf Courses
Rifle & Pistol Club	26 times (Bi-weekly)	DIA Shooting Range
Ski Club	12 times	various
Tennis League	12 times (Jun-Sep)	Area Tennis Courts
Trap & Skeet Club	Two 10-week Sessions	Bull Run Shooting Center

Other Club Activities

<u>Club</u>	<u>Meetings Per Year</u>	<u>Meeting Place</u>
Amigos Y CIA (Hispanic Club)	12 times	Hqs. Building
Coin Club	12 times	Hqs. Building
Crochet/Knitting Club	12 times	Hqs. Building
Drama Club	26 times	Hqs. Auditorium
Duplicate Bridge Club	50 times	Hqs. Building
Glee Club	26 times	Hqs. Building
Photography Club	12 times	Hqs. Building
Prayer Group	26 times	Hqs. Building
Rubber Bridge Club	50 times	Hqs. Building
Stamp Club	12 times	Hqs. Building

Instructional Activities

<u>Activity</u>	<u>Meetings Per Year</u>	<u>Meeting Place</u>
Aerobix Dancing	Five 10-week Courses	Hqs. Building
Art	2 courses	Instructor's Home
Auto Maintenance	3 courses	Hqs. Garage
Karate	Weekly	Hqs. Fitness Room
Yoga	Bi-weekly	Hqs. Building

ROUTING AND TRANSMITTAL SLIP

Date

26 May 1981

TO: (Name, office symbol, room number,
building, Agency/Post)

Initials

Date

1. 2. 3. 4. 5.

Action

Approval

As Requested

Circulate

Comment

Coordination

REMARKS

Phil,

Attached is the original membership renewal letter for EAA. Let's start getting into the business of sending these out again. Upon your return please bring this with you and let's discuss.

SUSPENSE ITEMASSIGNED To: Phil - EAA

DUL BSD

: 3 June 81

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

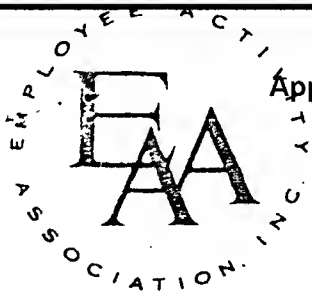
DC/BS

Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

U.S.GPO:1978-0-261-647 3354



22 May 1981

Dear EAA Member,

The EAA Board of Directors and the EAA Staff would like to extend their thanks to you for your past support.

As you know, the EAA was organized in order to provide its members with an opportunity to participate in a variety of activities and services. Along that line, we hope that you have had the opportunity to utilize our Store, participate in some or all of our athletic programs, and take advantage of the many social-cultural activities subsidized by EAA.

Many members have found our activities in the self-improvement area such as instructional classes in automobile maintenance, bridge, art, aerobix dancing, karate, etc. to be extremely beneficial.

We believe that EAA will continue to grow and to provide a series of expanding and satisfying programs.

We note that your membership in the EAA is about to expire and have attached a membership renewal application which we hope that you will complete and return.

An EAA Annual Membership still costs \$3.00, but an even better bargain is the Patron for five years at a cost of \$12.00, or a Sponsor which gives lifetime membership for a cost of \$25.00.

Thank you,

EMPLOYEE ACTIVITY ASSOCIATION



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